



CITY OF SCOTTSDALE HOUSING BOARD
One Civic Center, 3rd Floor Conference Room
7447 East Indian School Road, Scottsdale, AZ 85251

July 12, 2005

Minutes

APPROVED SEPTEMBER 13, 2005

PRESENT: Del Monte Edwards, Chair
Joe Priniski, Vice-Chair
George Leonard, Board Member
Gary Morgan, Board Member
Bob Southworth, Board Member
George Sutherland, Board Member
Barbara Williams, Board Member

STAFF: Molly Edwards
Donna Bronski

CALL TO ORDER: Chair Edwards called the meeting to order at 5:12 p.m. A formal roll call confirmed members present as noted above.

APPROVAL OF MINUTES

June 14, 2005

Board Member Leonard suggested attaching a copy of the agenda with the minutes as under Item 7, Review of the Calendar and Strategy for the Upcoming Year, in a couple of cases the minutes referred to agenda items by number, rather than identifying the subject.

Board Member Morgan noted that on the second paragraph of page 4, the last sentence should read: "Ms. Edwards noted that Ms. Bronski was not available to answer the legal questions raised by the Board and had not completed a response to the question submitted to her by Board Member Morgan."

Board Member Williams noted that in the fourth paragraph of page 7, second sentence, the correct spelling should be Kapobres.

Chair Edwards requested that the original priority list which was discussed at the meeting be attached to the minutes. Board Member Williams requested that the original by-laws be attached to the minutes. After discussion, the Chair Edwards directed that the changed by-laws should be attached to the minutes.

BOARD MEMBER MORGAN MADE A MOTION THAT THE REVISED MINUTES WITH ATTACHMENTS OF THE JUNE 14, 2005 MEETING BE ACCEPTED. SECONDED BY BOARD MEMBER SOUTHWORTH. THE MOTION CARRIED UNANIMOUSLY WITH A VOTE OF SEVEN (7) TO ZERO (0).

CREATION OF SUB-COMMITTEE FOR RESEARCH OF CONDO CONVERSIONS

Chair Edwards commented that he had hoped to create an ad hoc sub-committee as opposed to a standing sub-committee. Ms. Williams stated that the Board's by-laws did not permit the sub-committee to be designated as an ad hoc sub-committee.

Ms. Bronski clarified that the City Code permits Scottsdale residents only to sit on committees and sub-committees. Anyone can be invited to a public meeting to share their expertise. She elaborated on the difference between a committee and a sub-committee.

The Board discussed organizational structures and the implications of forming a sub-committee. Board Member Morgan commented that the goal was to create a group that could act as a fact-finding body for the Board. Ms. Bronski said that a sub-committee meeting had to be posted but that minutes did not need to be kept. It could gather information. Concerns were voiced about creating a quorum of the Board if there were more than three Board members on the sub-committee.

Board Member Williams commented that sub-committees could make the process of gathering facts and tapping into the expertise of others in the community more effective. Chair Edwards shared that his idea had been to form a sub-committee to do research and report back to the Board to deliberate and vote on. Board Member Morgan suggested that the charge to the sub-committee should be to do research and bring all the findings back to the Board. The sub-committee would not be forming opinions.

In response to a query from Board Member Williams, Ms. Bronski advised that Scottsdale residents with relevant expertise could be members of the sub-

committee without being a member of the Board. Some advisory boards in the City were doing this. She added that this should be put into the Board's by-laws.

The topic of condominium conversions was further discussed. Board Member Williams felt that there was a need for someone to do research on the many technical aspects of this issue and report back to the Board. Ms. Bronski noted that zoning changes associated with condominium conversions would go through the Planning Commission and that perhaps the Housing Board could address the Planning Commission.

Chair Edwards noted that the sub-committee would be given a specific charge once it was formed. Board Member Morgan expressed concerns about the charge of the sub-committee. Board Member Leonard commented that the members of the sub-committee would be educating the Board with respect to what they learned.

BOARD MEMBER WILLIAMS MADE A MOTION TO CREATE A SUB-COMMITTEE OF THE HOUSING BOARD TO INVESTIGATE AND RESEARCH CONDOMINIUM CONVERSIONS, AND THE EFFECT AND POLICY IMPLICATIONS IN THE CITY. THE SUB-COMMITTEE WILL REPORT BACK TO THE HOUSING BOARD. THE SUB-COMMITTEE WILL BE A NON-VOTING BODY. BOARD MEMBER LEONARD SECONDED THE MOTION. THE MOTION CARRIED WITH A VOTE OF SIX (6) TO ONE (1), WITH BOARD MEMBER MORGAN DISSENTING.

Chair Edwards appointed Board Members Sutherland, Leonard and Morgan to the sub-committee and asked them to pick a chair for the sub-committee from among them. He asked them to report back to the Board by September 1st. He asked the sub-committee to research the condominium conversion trend and its implications on the rental market, the impact on neighborhoods, and the extent of the measures City Council can take to regulate condominium conversions in terms of codes and planning. Some of the issues they would be researching would be concerned with the real estate market. If public funding was involved in a project, this might provide the City with an opportunity to put some regulations in place. A cross-disciplinary approach was called for.

Board Members Williams commented that if there have been code changes since the buildings were constructed this could be a factor affecting the viability of the market. Problems might arise if conversions were done and then could not be sold.

After discussion, Chair Edwards appointed Board Member Leonard as Chair of the sub-committee. In response to a question from Vice-Chair Priniski, Chair Edwards confirmed that he would not attend sub-committee meetings so that a quorum of the Board would not be present.

DISCUSS AND FINALIZE PARTICIPATION WITH HUMAN SERVICES ON FUNDING RECOMMENDATIONS

Chair Edwards invited discussion from the Board on this topic. Board Member Morgan opined that he had found this useful in the past year. He felt it brought more citizen involvement to the process. Board Member Leonard commented that members of the Human Services Commission felt that the Board's input had been valuable. What was difficult was the Commission's request that if a Board member attended one meeting, they were to attend all the meetings. Since these are public meetings, perhaps a Board member could attend as an observer, take notes and report back to the Board.

Vice-Chair Priniski noted that the Board has had different opinions on this topic. Although the Human Services Commission wanted the Board to be involved, he was not sure that this was where the Board's attention should be focused. Board Member Williams wondered whether there was another way to advise the Commission of the Board's concerns.

Ms. Edwards said that there were three options available to the Board. One, the Board could continue to participate as they had last year as a full Board with a quorum at all meetings of the Commission. Two, one Board Member would represent the Housing Board and attend all meetings of the Commission. The third option was that the Board could provide recommendations to the staff to incorporate into the application process. The final option was to remove itself completely from the process.

Board Member Williams, speaking as a past Chair of the Board, said that this had consumed a whole year. There was much more on the table for the Housing Board to work on. To do justice to the effort the Board had put into revising its charter and by-laws, she felt that they needed to focus their attention there.

Chair Edwards said he was asking for input because the Board had gone back and forth on this issue. The Board had not taken a formal vote on the direction to be taken, although much discussion had taken place at previous meetings.

In response to a question from Board Member Sutherland, Ms. Edwards said that the collaboration with Human Services had made it challenging for the Board to focus on the goals it had set at its October 2004 retreat. Board Members Williams added that she felt the Board had not been able to make full use of the report of the consultant that they had commissioned. It had been a struggle to maintain the focus of the Board.

Ms. Edwards suggested that the Board try to find a happy medium. A discussion ensued on how that might be accomplished. Board Member Williams suggested that the Board could ask the Commission to have Mr. Bethel brief the

Board on any significant issues where the Board's input was needed. Attending all Commission meetings would consume too much time and energy. Board Member Morgan felt that a sub-committee might effectively work to identify issues that the Board would wish the Human Services Commission to address.

VICE-CHAIR PRINISKI MADE A MOTION THAT IN THE FALL, THE BOARD TAKE TIME AT A MEETING TO DISCUSS WHAT MEMBERS SEE AS THE HOUSING GOAL AND DIRECTION FOR THE CITY AND FORM A PROPOSAL RECOMMENDATION TO THE HUMAN SERVICES COMMISSION FOR THE COMMISSION'S REQUEST FOR PROPOSALS. SECONDED BY BOARD MEMBER SUTHERLAND. THE MOTION CARRIED WITH A VOTE OF SIX (6) TO ONE (1), WITH BOARD MEMBER MORGAN DISSENTING.

REVIEW AND APPROVAL OF HOUSING BOARD BY-LAWS

The Board reviewed the adjustments made to the existing by-laws at the May 10, 2005 meeting.

Ms. Bronski had made some suggestive changes, which she discussed. She recommended deleting the first section: Purpose.

She recommended amending the final sentence under Section 2.a to read: The Chair may not initiate motions, but may vote on each issue.

The terms "Chair" and "Vice Chair" are to be used henceforth in the by-laws.

The first sentence of Section 2.a is amended to read: The Housing Board shall, at its January meeting, elect a Chair from among its appointed members.

The first sentence of Section 2.b is amended to read: The Housing Board shall, at its January meeting, elect a Vice Chair from among its appointed members who shall serve in the absence of the Chair.

Ms. Bronski deleted Section 2.d "Candidacy for Elective Public Office," as a section in the City Code covers this topic. Because of this, the outline will be revised and what had been Section 2.e "Committees" is to be changed to Section 2.d. "Sub-committees."

A sentence shall be added to the end of Section 2.d "Committees" as follows: No sub-committee of the Board shall be empowered to take any official action of the Board, unless specifically authorized by a majority of the Board. The term "sub-committee" is to be substituted for the term "committee" throughout the by-laws.

Section 3.b "Special Meetings" shall be amended by deleting the phrase "for good cause." It shall read as follows: Special meetings may be held by the

Housing Board on call of its Chairman or of a majority of its members, which call shall be filed with the Citizen and Neighborhood Resources Department, or as may be scheduled by a majority of the members at any previous meeting.

Section 3.c shall be changed from "Public Hearings and Study Sessions" to "Public Meetings and Study Sessions."

In Section 3.d "Quorum," the phrase "except as provided in section 4.e" shall be deleted. The second sentence of the section shall state: The business of the Housing Board shall be transacted by the majority vote of members present. Ms. Bronski recommended deleting Section 4.f "Member Attendance." A discussion ensued. The section shall be changed to read as follows: If any member of the Housing Board shall be absent from three (3) consecutive or four (4) of six (6) scheduled meetings, the Chair shall notify the Mayor and Council of the attendance record of that member.

Ms. Bronski recommended deleting Section 3.h "Order of Business."

Ms. Bronski recommended changing Section 4.b "Recording of Vote" to read: The minutes shall show the vote of each member on every question on which the Housing Board is required to act.

Ms. Bronski recommended changing Section 4.c "Retention of Files" in order to comply with State law.

Ms. Bronski recommended that Section 4.g "Robert's Rules of Order" be changed to read as follows: When any question of parliamentary procedure arises, Robert's Rules of Order shall be consulted. The Chair shall make a final decision on all questions of parliamentary procedure and meeting management.

After discussion it was decided to add a new Section 4.h "Call to the Public," to read: All agendas will include an open call to the public.

OPEN CALL TO THE PUBLIC

No members of the public wished to address the meeting.

ADJOURNMENT

Being duly moved and seconded, the special meeting of the Housing Board was adjourned at 7:06 p.m.

Respectfully submitted,
A-V Tronics, Inc.